San Jose Arena Authority

Special Annual Meeting of the Board of Directors SAP Center at San Iose **Conference Room 1** 525 West Santa Clara Street San Jose, CA December 4, 2014 6:00 pm

Meeting Minutes

Board Members in Attendance

Matthew Bright

Bob Leininger Mark Burriss Colleen Reilly Kathy Sutherland Jonathan Clough

Carl Honaker

Eva Terrazas Iohn Kennett John Veargason Charles Whitcomb

Robert Kraiss

Staff in Attendance

Chris Morrisey (Executive Director) Shelly Wang (Administrative Assistant) Patricia Deignan (City Attorney)

Guests in Attendance

Rich Sotelo (Sharks Sports & Entertainment) Lance Motch (San Jose Giants)

Board Members Not in Attendance

Kansen Chu Barbara Keegan Dan Orloff Leland Wilcox

Pierluigi Oliverio

Rani Yadav-Ranjan

1. <u>Call to Order/Roll Call/Introductions</u>. The Arena Authority convened the Regular Meeting of the Board of Directors at SAP Center at San Jose at 6:02 pm.

2. **General Business**

- Review and Approve September Board Meeting Minutes. 12 Approved. a.
- b. Report on Arena Authority Board Member Reporting Requirements (Deignan). Arena Authority Board members are required to file a Form 700: (1) when assuming office; (2) annually (April 1 deadline); and (3) when leaving office. Board members are also required to file a Family Gift Reporting Form annually (April 1 deadline). Since the forms are public documents, it is suggested that Board members use the Arena Authority address when filing.

3. **Executive Director and Staff Reports**

- 3.1. Executive Director (Morrisey)
 - Accept Verbal Reports on Arena Authority Oversight
 - SAP Center at San Jose. Marriott Hotel in Downtown San Jose to commence construction in early 2015; San Jose Earthquakes sign stadium naming rights agreement with Avaya, as a result, SAP Center at San Jose freeway signage will soon be completed; Electric Bounce House event in October well-managed; East bound Bus Rapid Transit project delayed due to underground street work.

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• <u>Sharks Ice at San Jose</u>. No report.

• <u>San Jose Municipal Stadium</u>. See item 4.5.a.

b. Accept Verbal Report on Arena Authority Administrative Issues

• <u>South Campus Operations Team</u>. The SCOT members worked cooperatively to manage simultaneous events in the south campus area in November. Both events were well coordinated and implemented.

3.2. <u>Administrative Assistant (Wang)</u>

a. Accept Report on Upcoming Events at SAP Center at San Jose. See item 3.2.a.

b. <u>Accept Verbal Report on Activities at Sharks Ice at San Jose</u>. Sharks Ice at San Jose will host several camps and clinics over the winter holiday. Sharks Ice at San Jose will also soon host the Bellarmine College Prep Holiday Invitational.

c. Accept Verbal Report on September Downtown Development Presentation. City Manager's Office liaison Leland Wilcox's slide deck from his presentation on San Jose Downtown Development was emailed to the Board and forwarded to the City Clerk's office for posting.

4. <u>Committee Reports</u>

- 4.1. <u>Standing Executive Committee/Organizational Oversight Committee (Chair: Veargason)</u>
 - a. <u>Accept Report on Board Committee Appointments</u>. See item 4.1.a.
- 4.2. <u>Standing Finance Committee (Chair: Bright)</u>
 - a. Review and Approve July and August 2014 Financial Statements. 12 Approvals.
 - b. Review and Approve FY 2013-14 Year-End Financial Statements. 12 Approvals.
 - c. Accept Verbal Report on Arena Authority Budget Planning for FY 2015-16. Arena Authority staff has engaged the City Manager's Office and Budget Office in discussions regarding the Arena Authority budget shortfalls as well as other important Arena Authority program funding.
- 4.3. Standing San Jose Sports Hall of Fame Committee (Chair: Leininger)
 - a. Accept Report on 2014 San Jose Sports Hall of Fame Program. See item 4.3.a.
- 4.4. Standing Facilities Committee (Co-Chairs: Burriss and Clough)
 - a. Accept Verbal Report on Planning for the FY 2015-16 Capital Budgets for SAP Center at San Jose and Sharks Ice at San Jose. Staff of the Arena Authority, Sharks Sports & Entertainment and the City of San Jose will soon be meeting to plan for the FY 2015-16 capital budgets.
 - b. <u>Accept Reports on Submittal of Capital Improvements Invoices for SAP Center at San Jose and Sharks Ice at San Jose</u>. Representatives from the Arena Authority and Sharks Sports & Entertainment have met to review work completed on capital-approved projects for payment processing for FY 2013-14.
- 4.5. <u>Standing San Jose Municipal Stadium Committee (Chairs: Keegan and Whitcomb)</u>
 - a. Review and Approve FY 2014-15 Capital Budget for Municipal Stadium. 12 Approvals. Additionally, the City is working with the Giants to remove the aging perimeter fence around the stadium and install a new fence.

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4.6. Ad Hoc Board Recruitment (Chair: Sutherland)

a. <u>Accept Verbal Report on Board Vacancy Outreach</u>. Arena Authority staff will begin outreach for the anticipated board vacancies in January/February, 2015.

4.7. Standing Community Programs Committee (Chair: Leininger)

- a. Accept Verbal Report on Community Programs at Other City-Owned Facilities. Arena Authority staff recently met with Team San Jose staff regarding possible use of other city-owned facilities for community programs. The Arena Authority Board is scheduled to meet at the San Jose Convention Center for a tour and the March 2015 SJAA Board meeting.
- B. Review and Approve City and Community Events Program Applicant:
 San Jose Judo. San Jose Judo has withdrawn their CCE application.

c. Accept Reports on City and Community Events Program Applicants:

- Youth Connections Foundation of San Jose. Youth Connections Foundation of San Jose has submitted a post event evaluation, but Arena Authority staff has asked for additional information.
- <u>Kristi Yamaguchi's Always Dream Foundation</u>. See item 4.7.c.
- <u>Gay Pride Celebration Committee of San Jose (Verbal)</u>. The Gay Pride Celebration Committee of San Jose is contemplating what kind of event they may eventually present to the Arena Authority and Sharks Sports & Entertainment.
- 5. **Open Forum**. None
- **6. Adjournment.** The meeting adjourned at 6:48 pm.

Submitted by:

Shelly Wang